



Stanway

Parish Council

Parish Clerk: Donna Tristram
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Dear Councillors,

You are hereby summoned to the forthcoming meeting of Stanway Parish Council to be held via the **Zoom** Video Conferencing application on **THURSDAY 29th April 2021 at 7pm** when the under-mentioned business will be transacted.

This follows the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020

***** Members of the public & press are invited to contact the Clerk via email if they wish to 'attend' this meeting and are advised in advance that the meeting will be recorded and made public on Stanway Parish Council's website*****

Yours faithfully,

Clerk to the Parish Council

26th April 2021

AGENDA

1. Chairman's welcome and formal notice of the recording of meetings

2. Apologies for Absence

3. Declaration of Interests - to RECEIVE delegated Declaration of Interest Dispensation decisions or APPROVE such dispensation requests where required.

To allow Councillors to declare either a disclosable pecuniary, or any other pecuniary or registerable, non-pecuniary interests on any matter covered by this Agenda. Members are reminded that, when considering any item, if it becomes clear they have an interest, they must declare it.

4. Public Participation

The Chairman to invite members of the public to indicate if they wish to speak at this meeting – either on an item on the agenda or on a general matter. Public questions are invited prior to the start of the meeting for a maximum of 10 minutes, limited to three minutes per person at the discretion of the Chairman. In accordance with SPC Standing Order 3(e), a question shall not require a response at the meeting nor start a debate on the question. The Chairman of the meeting may direct that a written or oral response be given.

5. Minutes of the Parish Council Meeting of 25th March 2021 - To approve the Minutes (previously circulated) as a true and accurate record.

6. Adoption of Committee Reports – see <https://www.stanwaypc.org.uk/council-meetings.html>

a) Planning Committee: To note the (draft) minutes (*previously circulated*) from the Planning Committee Meetings held on 6th and 20th April 2021

b) Corporate Governance Committee: To note the (draft) minutes (*previously circulated*) from the Corporate Governance Committee Meetings held on 14th April 2021.

c) Community Assets Committee: To note the (draft) minutes (*previously circulated*) from the Community Assets Committee Meetings held on 21st April 2021

d) Community Services Committee: To note the (draft) minutes (*previously circulated*) from the Community Services Committee Meetings held on 13th April 2021

e) Burial Ground Sub-Committee: To note the (draft) minutes (*previously circulated*) from the Burial Ground Sub-Committee Meeting held on 6th April 2021

7. Presentation by Head of Strategic Planning South Region, Tarmac, regarding mineral extraction on land south of Maldon Road as a short term extension to Stanway Quarry

8. Briefing Presentation by Tollgate Partnership Limited regarding current designs for Tollgate Village Development

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- 9. Essex County Councillor's Report** - To receive an oral or written report from Cllr. Kevin Bentley (Essex County Council), and to give him the opportunity to respond to any issues raised in Public Participation.
- 10. Borough Councillors' Reports** -To receive an oral or written report from any Borough Councillor and to give them the opportunity to respond to any issues raised in Public Participation.
- 11.** To **CONSIDER** any actions arising from matters brought to the Council's attention during Public Participation.
- 12. Clerk's Report**
- a. To **RECEIVE** an update and act on any ongoing action items from previous meetings, per the circulated list.
- 13.** To **RECEIVE** applications to become a Parish Councillor or to **APPROVE** any changes to the membership of the Committees of the Parish Council or to **APPROVE** any (changes to) appointments to outside bodies. Clerk to update on procedure to make all current councillors either full or substitute members of every committee to ensure quorum.
- 14. RFO Report**
- a. **Payments on-line or by cheque** - To **APPROVE** the payments on-line/ by cheque for the latter part of **April** (*circulated prior to the meeting*).
- b. **Financial Reports** - To **RECEIVE** a list of Payments (net of staff salaries) and Receipts since the last Parish Council meeting, a year-to-date Receipts and Payments Summary, along with an updated Bank Reconciliation..
- c. To **AUTHORISE** (if required) contracts or project expenditure exceeding any committee's £10,000 delegated authority.
- 15. Reports from Outside Bodies**
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|---|--------------------------------------|
| a) Colchester Association of Local Councils | b) Village Hall Management Committee |
| c) School Governors | d) Quarry Liaison Group |
| e) Footpath/Tree Warden/Hedgerow Officer | f) Bus Passenger Representative |
| g) Rosemary Alms Houses | |
- 16. Items referred/requested for consideration by Committees or Members of the Parish Council**
- a) To **CONSIDER** acceptance of recommendation from Burial Ground Committee to contract Cooke and Philips to build Memorial Wall at Comb Meadow Burial Ground.
- b) **REQUEST** for Clerk to contact the management company for the owners of the Drought Garden as requested by Community Assets Committee to recover SPC street furniture.
- c) To **REVIEW** and **COMMENT** on Corporate Governance Review Stages 1 & 2 as requested by Corporate Governance Committee
- 17. Information Update** - to receive oral updates from Members on matters affecting the Parish.
- 18. Items for Committees/ Next Council Meeting** - to receive and consider requests for items to be included on agendas for any committee or the next meeting of the Parish Council.
- 19. Date and time of next meeting** - the next scheduled meeting of the Parish Council will take place on **Thursday 27th May at 7.00 pm** - Venue to be advised.

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LARGE TEXT AGENDA

1. **Chair's welcome and announcement of the recording of the meeting**
2. **To record and approve apologies for absence**
3. **Declarations of Interest**
4. **Public Participation**
5. **Minutes of the Full Council Meeting of 25th March 2021**
To **APPROVE** the minutes of the meeting held on 25.03.2021 (*previously circulated*)
6. **Adoption of Committee Reports** – refer to the following link on Stanway Parish Council website for Committee Meeting Minutes in **APRIL**
<https://www.stanwaypc.org.uk/council-meetings.html>
7. **Presentation by Head of Strategic Planning South Region, Tarmac**
8. **Briefing Presentation by Tollgate Partnership Limited** regarding current designs for Tollgate Village Development
9. **Essex County Councillor's Report**
10. **Borough Councillors' Reports**
11. To **CONSIDER** any actions arising from matters brought to the Council's attention during Public Participation.
12. **Clerk's Report**
 - a) To **RECEIVE** an update on any ongoing action items from previous meetings, per the circulated lists.
13. To **RECEIVE** applications to become a Parish Councillor, **APPROVE** changes to Committee memberships or **APPROVE** any (changes to) appointments to outside bodies.
14. **RFO Report**
 - a) To **APPROVE** expenditure for on-line payment for the latter part of March 2021
 - b) To **RECEIVE & APPROVE** Financial Reports
 - c) To **AUTHORISE** expenditure over £10,000 for Committees.
15. **Reports from Outside Bodies**
16. **Items referred/requested for consideration by Committees of Members of the Council**
17. **Information Update** – To receive oral updates from Councillors on Parish matters
18. **Items for Committees/Next Council Meeting**
19. **Date and time of next meeting – Thursday 27th May at 7pm – Venue to be advised**